

# School Renovation Technology Grant Program

## ASSURANCES AND CONDITIONS

This form is required for release of funds. Complete, sign, and return this certification form with a copy of the completed *Form A0-400 Grant Award* by **5:00 p.m., Monday, March 3, 2003** to:

Education Technology Office  
1430 N Street, Suite 3705  
Sacramento, CA 95814  
Attn: Alicia Stampfli

### Specific Conditions

As a condition of the receipt of funds under this program, the grantee assures that it will:

1. Obligate all grant funds by September 30, 2003, or repay any funding received, but not obligated, and forfeit any grant funds not yet received. (See attached Definition of Obligation.)
2. Submit the end-of-the-period *Certification of Expenditure* form by October 31, 2003.
3. Submit: 1) annual performance reports required by the United States Department of Education; 2) any evaluation data requested by the California Department of Education (CDE) or the United States Department of Education; and 3) the 2003 California School Technology Survey for all funded schools.
4. Expend funds in compliance with the Federal Education Department Guidelines Administrative Regulations (EDGAR) under Title 34 Education.
5. Purchase or lease at least the number of computers specified in the grant award and place these computers in classrooms for grades 4-8, excluding computer labs and media centers, at the funded school for which the grant funding was allocated.
6. Purchase or lease hardware that meets or exceeds standards for hardware found in the attached Technical Specifications for Computers Purchased or Leased Under the School Renovation Technology Grant (revised 12/02) unless prior approval has been received from the CDE to purchase equipment that is not consistent with these standards.
7. Spend any funds remaining after complying with condition #5 above for education technology-related expenses at the funded school for which the grant funding was allocated as long as expenditures are consistent with EDGAR, and any curriculum-based software purchased with grant funding is either (a) part of a state-adopted program or (b) reviewed by the California Learning Resources Network (CLRN) and found to be consistent with State Board-adopted Content Standards unless prior approval has been received from the CDE.
8. Spend grant funds on computers or other related expenses purchased after the date of the grant award.
9. Update the *2003 Online California School Technology Survey* for all the schools that have received a grant award during the window period between January 6, 2003, and March 17, 2003.
10. Provide that at least 60% of all teachers at schools receiving grant funding will complete the *CTAP<sup>2</sup> Technology Assessment Profile* (Proficiency Module Only) between March 1, 2002, and September 30, 2003, to determine their level of technology proficiency. This self-assessment, called CTAP<sup>2</sup>, is an online, self-assessment tool that allows educators to determine their level of proficiency (Introductory, Intermediate, or Proficient). The self-assessment is based upon rubrics established in alignment with the California Commission on Teacher Credentialing (CTC) "Factors to Consider," which is the technology standard for a California K-12 teaching credential. This online self-assessment may be found at: <http://ctap2.iaassessment.org/>.

### General Conditions

As a condition of the receipt of funds under this program, the grantee assures that it will:

1. Maintain control of funds and title to property acquired with program funds in the public agencies.
2. Use proper methods of administering the program, including correction of any deficiencies identified through audits, monitoring, or evaluation.

3. Cooperate in carrying out any evaluation of the program conducted by or for the U.S. Secretary of Education, the CDE, or other federal or state officials.
4. Use fiscal control and fund accountability procedures as will ensure proper disbursement of, and accounting for, federal funds paid under the program, including the use of the federal funds to supplement, and not supplant, state and local funds; and maintenance of effort (20 USC § 8891).
5. Operate programs and services in compliance with Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act, and comply with all applicable Federal laws, executive orders and regulations.
6. Make reports to the state agency as may reasonably be necessary to enable the state agency to perform its duties, and maintain such records and provide access to those records as the state agency deems necessary. Such records shall include, but not be limited to, records which fully disclose the amount and disposition by the grantee of those funds, the total cost of the activity for which the funds are used, the share of that cost provided from other sources, and such other records as will facilitate an effective audit. The recipient shall maintain such records for five years after the completion of the activities for which the funds are used. (34 CFR 76.722, 76.730, 76.731, 76.734, 76.760; 34 CFR 80.42)
7. Agree that auditable records of grant funds received by the LEA and each participating school will be maintained on file at the office of the LEA. (5 CCR 3944; 34 CFR 74.24)
8. Agree that any application, evaluation, periodic program plan, and/or report relating to each program will be made readily available to parents and other members of the general public.
9. Repay any funds which have been finally determined through a federal or state audit resolution process to have been misspent, misapplied, or otherwise not properly accounted for, and further agree to pay any collection fees that may subsequently be imposed by the federal and/or state government.
10. Ensure that its governing board has a policy in compliance with state law requiring local educational agencies to expel from school, for a period of not less than one year, a student who is determined to have brought a firearm to school under the jurisdiction of the grantee. (20 USC § 8921, Gun Free Schools Act – see California Education Code Section 48915)
11. Administer the activities funded by this grant in such a manner so as to be consistent with State Academic Content Standards.
12. Agree to CDE site visitations for the purpose of monitoring grant implementation and expenditures and provide all requested documentation to CDE personnel in a timely manner.
13. Agree that CDE has the right to intervene, renegotiate the grant, and/or cancel the grant if the grant recipient fails to comply with grant requirements.
14. Comply with bidding requirements as specified by the Public Contracts Code.

CERTIFICATION: As the duly authorized representative of the applicant agency, I hereby certify that the applicant agency will comply with the assurances and conditions.

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NAME OF APPLICANT LOCAL EDUCATION AGENCY

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PRINTED NAME AND TITLE OF SUPERINTENDENT OR AUTHORIZED DESIGNEE

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SIGNATURE

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DATE